

**Office of the Senior Vice President and Provost**  
**Iowa State University**  
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**Professional Development Funds for Term Faculty**  
**Guidelines**

**Eligibility:** Term faculty with at least a 50% appointment and who have been employed at ISU as faculty for at least 3 year or 4 semesters may apply for this competitive funding. The years or semesters do not need to be consecutive. P&S staff with rank-only faculty appointments are not eligible. Applicants must be employed by ISU at time of participation in the conference/workshop.

**Awards:** Each award consists of up to \$1000 to be used for conference registration and/or travel costs. A \$500 contribution from department, center, or college is required.

**Proposals** are due at the SVPP office on

- May 1 for conferences/workshops taking place between July 1 and December 31
- December 1 for conferences/workshops taking place between January 1 and June 30

Faculty will be notified of the outcome of their proposal within 3 weeks of the deadline.

For questions, please contact [svpp@iastate.edu](mailto:svpp@iastate.edu) (515-281-4545).

**Application Information**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Department (primary and secondary, if applicable) \_\_\_\_\_

**Professional Development Opportunity**

Type of professional development opportunity for which funds are requested (e.g., conference, workshop)

\_\_\_\_\_

Title of opportunity \_\_\_\_\_

Date(s) \_\_\_\_\_

Location \_\_\_\_\_

As Department Chair, I am aware and support this professional development activity for my faculty member, support the request for additional funds and am prepared to match the \$500 should it be awarded to this individual.

Department Chair's signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_